

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600



E-Mail BrownCountyCountyBoard@co.brown.wi.us

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

THE WEEK OF JUNE 3 – 7, 2013

MONDAY, JUNE 3, 2013

*4:30 pm Board of Adjustment

Room 391, Northern Building
305 E. Walnut Street

TUESDAY, JUNE 4, 2013

(No Meetings)

WEDNESDAY, JUNE 5, 2013

*9:00 am Northeast Wisconsin Family Care

Advance Business Center
2701 Larsen Road

*6:30 pm Planning Commission Board of Directors

GB Metro Transportation Ctr.
901 University Avenue

THURSDAY, JUNE 6, 2013

*5:00 pm Joint Ed & Rec Committee and Administration Committee

Room 200, Northern Building
305 E. Walnut Street

*5:15 pm Administration Committee – *Note Location*

Room 207, City Hall
100 N. Jefferson Street

*5:15 pm Education & Recreation Committee

Room 200, Northern Building
305 E. Walnut Street

FRIDAY, JUNE 7, 2013

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.



305 E. WALNUT STREET, ROOM 320
P.O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-6480 FAX (920) 448-4487
WEB SITE www.co.brown.wi.us/zoning

WILLIAM BOSIACKI

ZONING ADMINISTRATOR

AGENDA
BROWN COUNTY BOARD OF ADJUSTMENT
June 3, 2013
4:30 p.m.
Northern Building
305 East Walnut Street
Green Bay, WI 54301

1. Call meeting to order
2. Roll call
3. Announce agenda – Public Hearing – Triple Z Farm LLC
4. Certify public notice requirements-Green Bay Press-Gazette, published on May 19, 2013 and May 26, 2013
5. Describe Board's authority and rules of hearing
6. Open public hearing
 - *Read appeal
 - *Describe administrative decision
 - *Describe onsite inspection
 - *Applicant presents case
 - *Objector presents case
 - *Staff comments
 - *Applicant rebuttal
 - *Statements in support
 - *Statements in opposition
 - *Last call for testimony
 - *Close public hearing
7. Deliberation and decision on appeal – Triple Z Farm LLC
8. Adjourn meeting



District Board Meeting Agenda

June 5, 2013

9:00 a.m.

NEW FC District Office
NWTC Advance Business Center

1. Call to Order
2. Confirmation of Proper Posting
3. Confirm Agenda
4. Review and Approve May 1, 2013 Meeting Minutes
5. Public Comment
6. CEO Report—Rolf Hanson (discussion only)
7. Fiscal Agent Report – Barb Larson-Herber (discussion only)
8. Announcements (discussion only)
9. The Board may consider a motion to convene into Closed Session pursuant to Wisconsin Statute sec. 19.85(1)(c), “[c]onsidering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility;” to wit: to discuss the status of employees in relation to continued District funding.
10. Reconvene in open session and take action on matters discussed in closed session, if any.
11. Adjourn

NOTE: Deviation from agenda order may occur

Individuals with disabilities requiring special accommodations for attendance at the meeting should contact Debbie at (920) 857-9997 at least 48 hours prior to the meeting.

Northeast Wisconsin Family Care is a member driven organization passionate about delivering service options by supporting personal choices which promote the greatest opportunity for an independent quality of life, in a caring, respectful, and efficient manner.

AGENDA
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, June 5, 2013
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	_____	Michael Malcheski	_____
James Botz	_____	Ken Pabich	_____
William Clancy	_____	Scott Puyleart	_____
Norbert Dantinne, Jr.	_____	Dan Robinson	_____
Ron DeGrand	_____	Ray Tauscher	_____
Bernie Erickson	_____	Mark Tumpach	_____
Steve Gander	_____	Steve VandenAvond	_____
Adam Gauthier	_____	Tim VandeWettering	_____
Steve Grenier	_____	Jason Ward	_____
Phil Hilgenberg	_____	Dave Wiese	_____
Dotty Juengst	_____	Reed Woodward	_____
John Klasen	_____	Vacant (Denmark, Wrightstown & Pulaski)	_____

1. Approval of the minutes of the May 1, 2013, regular meeting of the Brown County Planning Commission Board of Directors.
2. **Public Hearing:** Sewer service area (SSA) amendment proposing the addition of 53.7 acres to the Hobart SSA.
3. **Public Hearing:** Sewer service area amendment proposing the addition of 17.3 acres to the Lawrence SSA.
4. Sewer service area amendment proposing the addition of 53.7 acres to the Hobart SSA. (SSA 2013-01 HOB)
5. Sewer service area amendment proposing the addition of 17.3 acres to the Lawrence SSA. (SSA 2013-02 LAW)
6. Discussion and action concerning support for Green Bay Metro as the Designated Recipient for the Federal Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program for the Green Bay Urbanized Area.
7. Recognition of Appreciation Award received by Lisa J. Conard from Green Bay Metro.
8. Brown County Planning Commission staff updates on work activities during the month of May 2013.
9. Other matters.
10. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMISSION MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA. PLEASE TAKE FURTHER NOTICE, MEMBERS OF THE PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF THE BROWN COUNTY BOARD OF SUPERVISORS MAY BE PRESENT IN SUFFICIENT NUMBERS AT THE ABOVE MEETING TO CONSTITUTE A MEETING OF THEIR COMMITTEE. THE COMMITTEE WILL GATHER INFORMATION AND WILL NOT TAKE FORMAL ACTION AT THIS MEETING.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY HUMAN RESOURCES OFFICE AT 448-4065 BY THE DAY BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

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EDUCATION & RECREATION COMMITTEE

John Vander Leest, Chair

John Van Dyck, Vice Chair

Erik Hoyer, Patrick Williams, Corrie Campbell

ADMINISTRATION COMMITTEE

Steve Fewell, Chair

Tim Carpenter, Vice Chair

David Steffen, Thomas De Wane, Allan Jamir

**** JOINT MEETING ****
EDUCATION & RECREATION COMMITTEE
&
ADMINISTRATION COMMITTEE
Thursday, June 6, 2013
5:00 p.m.
(Education & Recreation Committee to
follow @ approx. 5:15pm)
Room 200, Northern Building
305 E. Walnut Street

Please Note: Administration Committee will meet in Room 207, City Hall, 100 N. Jefferson for their regular scheduled meeting immediately following the Joint meeting @ approx. 5:15pm.

- I. Call meeting to order.
- II. Approve/modify agenda.

NEW Zoo

1. Resolution to appropriate excess fund balance for the construction of an ECO Adventure Park.
2. Budget Adjustment Request (13-48) Category 4: Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund – Request for addition of an ECO Adventure Park to be located at the NEW Zoo & Reforestation Camp property.

Golf Course

3. Resolution to appropriate excess fund balance for the renovation of the Brown County Golf Course greens.
4. Budget Adjustment Request (13-49) Category 4: Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund – Request to transfer \$400,000 from the General Fund to be appropriated to the Brown County Golf Course greens renovation project.
5. Bid Results for Project 1708 Brown County Golf Course Green Renovation.
6. Such other matters as authorized by law.
7. Adjourn.

Education & Recreation Committee

John Vander Leest, Chair

Administration Committee

Steve Fewell

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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ADMINISTRATION COMMITTEE

Steve Fewell, Chair
Tim Carpenter, Vice Chair
David Steffen, Thomas De Wane, Allan Jamir

ADMINISTRATION COMMITTEE

Thursday, June 6, 2013

Approximately 5:15 p.m.

**(To follow Joint Ed and Rec And
Administration Committee meeting)**

**Room 207, City Hall
100 N. Jefferson Street**

- I. Call to Order.
- II. Approve/Modify Agenda
- III. Approve/Modify Minutes of April 25, 2013.

Comments from the Public

1. Review of minutes:
 - a) Housing Authority (April 15, 2013).

Communications:

2. Communication from Supervisor Dantine re: To have Human Resources look in to better system to compensate our employees in lieu of the step and pay grade system. *Referred from May County Board.*
3. Communication from Supervisor Steffen re: Amendment to Resolution #10h, upon passage of Resolution #10h. Brown County shall begin submitting monthly invoices for all costs associated with the referenced resolution to the following state-level offices and departments: Department of Administration, State of Wisconsin; Office of the Governor; Association of State Prosecutors (cc: via e-mail only); Office of every State Government Assembly and Senate representing Brown County (cc: via e-mail only); Wisconsin State Journal (cc: via e-mail only); Green Bay Press Gazette (cc: via e-mail only). *Referred from April County Board.*

Department of Administration

4. Budget Status Financial Report for March, 2013.
5. 2013 Budget Adjustment Log.
6. Government Finance Officers Association Certificate of Recognition for Budget Preparation.
7. Director's Report.

Information Services

8. Budget Status Financial Reports for February and March, 2013.
9. Director's Report.

Human Resources

10. Budget Status Financial Report for April, 2013
11. Activity Report for April, 2013.
12. Director's Report.

Child Support

13. Budget Status Financial Reports for March and April, 2013
14. 2012 Final Child Support Report.
15. Director's Report.

Treasurer

16. Budget Status Financial Reports for March and April, 2013
17. Treasurer's Financial Report for the Months of January, February and March, 2012.
18. Treasurer's Report.

County Clerk

19. Budget Status Financial Reports for March and April, 2013.

Corporation Counsel

20. Request for approval to transfer money from the general fund to the Corporation Counsel budget, in the amount of \$11,980-\$12,455, for the purpose of obtaining a subscription to the nationally recognized legal research site BNA, (Bureau of National Affairs) specializing in the area of Employment and Labor law to assist in-house counsel.

Other

21. Audit of bills.
22. Such other matters as authorized by law.
23. Adjourn.

Steve Fewell, Chair

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EDUCATION & RECREATION COMMITTEE

John Vander Leest, Chair
John Van Dyck, Vice-Chair
Corrie Campbell, Erik Hoyer, Patrick Williams

EDUCATION & RECREATION COMMITTEE

Thursday, June 6, 2013

Approx. 5:15 pm

**(To follow Joint Ed and Rec and Administration
Committee meeting)**

**Room 200, Northern Building
305 E. Walnut Street**

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of May 1, 2013.

Comments from the Public

1. Review minutes of:
 - a. Library Board (April 18, 2013).

Museum

2. Budget Status Financial Report for April, 2013.
3. Attendance – Revenue April, 2013.

Golf Course

4. Budget Status Financial Report for April, 2013.
5. Superintendent's Report.

Library

6. Budget Status Financial Report for April, 2013
7. Replace plaza with garden at Central Library.
8. Director's Report.

NEW Zoo and Park Management

9. Parks Budget Status Financial Report for April, 2013.
10. Resolution re: Authorizing the Purchase of WisDOT Surplus Lands for Park Purposes.
11. Resolution re: To Approve a Consent to Easement for a Non-Exclusive Underground Electrical Line Easement Between the Wisconsin Department of Natural Resources and WE Energies.
12. Resolution re: To Approve a Consent to Easement for a Non-Exclusive State Trail Connector Easement Between the Wisconsin Department of Natural Resources and the Village of Allouez.
13. Parks Division - Assistant Director Report.
14. Zoo Budget Status Financial Report for April, 2013.

15. Request from N.E.W. Zoological Society, Inc. for the waiver of the contract fee and admission fee for Feast with the Beast.
16. Approval of low bid of \$31,500 from Decker Lumber & Supply, Inc. for project 1692 – Replace Roof on New Zoo Visitors Center.
17. Budget Adjustment (13-38) Increase in expense with offsetting increase in revenue.
18. Zoo Monthly Activity Report for April, 2013.
 - a. Operations Report for April, 2013.
 - i. Admissions, Revenue, Attendance Report.
 - ii. Gift Shop, Mayan Zoo Pass Revenue Report.
 - b. NEW Zoo Education & Volunteer Programs Report.
 - c. Zoo Animal Collection Report for April, 2013.
 - d. Zoo Director's Report.

Resch Centre/Arena/Shopko Hall

19. Complex Attendance for the Brown County Veterans Memorial Complex.

Other

20. Audit of bills.
21. Such other matters as authorized by law.
22. Adjourn.

John Vander Leest, Chair


Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

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JUNE 2013



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5 Public Safety 5:30 pm <i>Canceled</i>	6 Joint Ed&Rec/ Admin 5pm Ed&Rec/Admin Approx 5:15pm	7	8
9	10 Executive Cmte 5:30 pm	11	12 Special Board of Sup 6:00 pm	13	14	15
16  <i>Father's Day</i>	17	18 Vets Recognition Subcommittee 5:00 pm	19 Board of Supervisors 7:00 pm	20	21	22
23	24 Land Con 6:00 pm PD&T 6:15 pm	25	26 Human Svc 6pm Public Safety (Tentative) 5:30 pm	27 Admin Cmte 5:00 pm	28	29
30						

July 

2013

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Ed & Rec 5:30 p.m.	2	3 Public Safety 5:30 pm <i>See June 26th</i>	4  <i>County Board Office Closed</i>	5	6
7	8 Executive Cmte 5:30 pm	9	10	11	12	13
14	15	16 Vet's Recognition 5:00 pm	17 Board of Supervisors 7:00 pm	18 Facility Master Plan SubCommittee (Tentative) 5:00 pm	19	20
21	22 Land Con 6 pm PD&T 6:15 pm	23	24 Human Svc 6:00 pm	25 Admin 5:00 pm	26	27
28	29	30	31			

BROWN COUNTY COMMITTEE MINUTES

- Aging & Disability Resource Center (May 23, 2013)
- Fire Investigation Task Force General Membership (March 7, 2013)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN
COUNTY BOARD MEETING**

May 23, 2013

PRESENT: Tom Diedrick, Steve Daniels, Pat Hickey, Lisa Van Donsel, Marvin Rucker, Larry Epstein, Barbara Robinson, Joan Swigert, Keith Pamperin, Melanie Maczka, Donajane Brasch

EXCUSED: Beth Relich, Bill Clancy

ALSO PRESENT: Devon Christianson, Christel Giesen, Arlene Westphal, Sandy Groeschel, Snooky Zuidmulder, Jeremy Slusarek, John Plageman, Diana Brown

The meeting was called to order by Chairperson Diedrick at 8:34 a.m.

PLEDGE OF ALLEGIANCE.

INTRODUCTIONS: Introductions were made by those present.

ADOPTION OF THE AGENDA: Ms. Brasch/Mr. Daniels moved to adopt the agenda. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF April 25, 2013:

Mr. Pamperin/Ms. Van Donsel moved to approve the minutes of the regular meeting of April 25, 2013. **MOTION CARRIED.**

COMMENTS FROM THE PUBLIC: None.

FINANCE REPORT:

A. REVIEW AND APPROVAL OF APRIL 2013 FINANCE REPORT: Ms. Christianson reviewed the April 2013 Finance Report Handout.

Mr. Epstein asked for an explanation of the SHIP Federal Grant State Health Revenue. Ms. Christianson clarified that this is revenue based on reporting data which will even out by year end. She noted that grants/revenue sources are complicated and can be based on demographics, standard allocations, and utilization. She assured the board that this will be covered in the Finance 101 presentation on June 27th.

Ms. Van Donsel questioned the large amount of revenue under State Transportation Grant. Ms. Christianson explained that the transportation grant funds are received twice a year: January & June. The financial report indicates the allocation budgeted. We have not yet received the grant dollars. Ms. Christianson explained this demonstrates our need to have adequate working capital.

Ms. Robinson extended gratitude for the larger print being used for the financial report.

Ms. Van Donsel/Ms. Swigert moved to approve and place on file the April 2013 Financial Report. **MOTION CARRIED.**

B. REVIEW AND APPROVAL OF RESTRICTED DONATIONS: The board members reviewed the April Restricted Donation Report along with the restricted donation of \$500 from Carol DeGroot for programming.

Mr. Pamperin asked for clarification of the Homebound Meal Restricted Donation questioning whether these are dollars brought in through daily donations for meals served. Ms. Christianson reported that Homebound Meal Restricted Donations reflect revenue above and beyond daily meal donations.

Mr. Pamperin inquired as to what *File for Life* Materials were. Ms. Christianson explained that the *File for Life* is a personal accounting of a consumer's medical history and current medications listed on a compact file card that they post on their refrigerator for the benefit of an Emergency Medical Response Team. We have received donations in the past to supply these materials.

Mr. Epstein/Ms. Hickey moved to approve the \$500 of Restricted Donations received in April 2013.
MOTION CARRIED.

STAFF REPORT: SNOOKY ZUIDMULDER, ADDLIFE CENTER COORDINATOR: Ms. Zuidmulder presented an overview of her role as ADRC AddLIFE Center Coordinator. In addition to supervising the ADRC Reception Staff, two Senior Service Workers, and the Denmark & Pulaski Centers, Ms. Zuidmulder is responsible for scheduling rooms and programming. She highlighted our partnership with Mr. Jerry Polus and the Brown County Veterans Service Office, and the distribution of Farmers Market Vouchers. She discussed future goals of increasing the number and diversity of new participants by 2% each year by adding at least 2 unique activities each month. She will also be adding more diversified Health & Wellness Classes, such as our current Tai Chi and Arthritis Programming. Registration procedures for trips and classes, membership options, and implementing health & wellness theme months are under development.

Ms. Zuidmulder noted that NWTC has refocused their curriculum that will have an impact on classes offered at our center. Mr. Epstein suggested we explore new avenues, perhaps bringing in volunteers with these talents, to lead classes. Mr. Rucker expressed concern over the liability issues and discussion took place regarding the ADRC's relationships with other agencies, the availability of the building on weekends, types of classes, resources and policies. Ms. Christianson clarified that the ADRC's objective is to balance the types of classes we are offering to include programming for physical, emotional, and intellectual wellness for all populations we serve.

Ms. Zuidmulder concluded her report by sharing an activity that the St. Norbert's Psychology Club held at the ADRC for older adults and people with varying disabilities. The students put on a program that included dance lessons, potting plants, making paper flowers, and there was something for everyone. The Psychology Club expressed an interest to continue their involvement with the ADRC. The program was very well received and it was truly a special day for those attending.

DIRECTOR'S REPORT:

- A. NEW DISABILITY BENEFIT SPECIALIST INTRO:** Ms. Christianson introduced Mr. Plageman as the ADRC's newest addition to our Benefit Specialist Department. Mr. Plageman began with a brief background summary. He comes to the ADRC with a Bachelor's Degree in Social Welfare and a career in both Social Welfare and Mental Health. His experience encompasses working with adolescents and young adults in the inner city of Milwaukee as well as working with the Conditional Release Program and the Department of Corrections. Mr. Plageman emphasized how impressed he is with the professionalism of the ADRC Staff, the way the agency is managed, and the training, support, and mentoring he is receiving from both the state and his colleagues in the Benefit Specialist Department.
- B. NEIGHBORCARE DRAFT MOU APPROVAL:** Ms. Christianson introduced Mr. Slusarek who has accepted the two year role as our Rural Outreach Coordinator. Mr. Slusarek will be engaging people in the rural communities, exploring and connecting assets, and reaching out to under-served people. He has started in Denmark and has begun exploring all of the untapped resources. Ms. Christianson explained that she has been involved in a project called NeighborCare, a planning grant through the Community Foundation, to reach isolated, older adults in a tri-county (Brown, Outagamie, and Winnebago) area. Today Ms. Christianson is asking ADRC board approval on the NeighborCare Draft MOU. Brown County Risk Management has made some changes. Corporation Counsel has yet to give their final approval. Ms. Christianson expressed urgency in getting the MOU signed as the grant needs to

be submitted by May 31st. She proposed, if the board is open to it, to have us move forward with this draft, she will continue to communicate with Corp. Counsel about deadlines, and if there are any major structural changes to the MOU, she will contact the Executive Committee by e-mail, explain the changes, and have them approved by the Executive Committee electronically. She does not anticipate major changes. The goal of the project, NeighborCare, is to explore and connect community assets and mobilize communities to sustain themselves. This grant will work in partnership with Mr. Slusarek and the Time Banking Initiative. These projects intend to compliment, not duplicate, efforts. *The Richland County Connects Video* was shown

(http://www.youtube.com/watch?annotation_id=annotation_975912&feature=iv&src_vid=ObYBnG245S8&v=q_YqXXew7cM) to visually demonstrate all that can be accomplished.

Ms. Van Donsel/Ms. Brasch moved to have Ms. Christianson move forward with this draft, continue to communicate with Corp. Counsel about the deadlines; and if there are any major structural changes to the MOU, contact the Executive Committee by e-mail, explain the changes, and have them approve by the Executive Committee electronically. **MOTION CARRIED.**

Ms. Robinson added as a note of caution that even though she does support this project she expresses concern that the ADRC should focus on being inclusive of persons with disabilities as well as serving older adults.

Ms. Christianson explained that the grant's target is older adults; however, when you mobilize community assets you are touching all people not just older adults. This is our opportunity to uncover resources that people with disabilities will also benefit from and the impact will be more global.

Mr. Diedrick responded to Ms. Robinson's concern emphasizing that if we make those with disabilities aware of this, their talents will support the needs older persons have i.e. computers & technology.

Mr. Pamperin commented that this will be a collaboration of communication and we will be challenged to think regionally. Ms. Van Donsel felt that this is a wonderful idea to connect natural supports.

Mr. Epstein asked if the Time Banking Initiative is overlapping this. Ms. Christianson explained that we are making sure we are maximizing, collaborating, and partnering, not duplicating.

Ms. Hickey asked how they will go about advertising for the position of the Coordinator. Ms. Christianson explained the Coordinator will have to have a regional perspective. Good Will has used Community Developers before, has a much broader reach as they are a regional organization, and Ms. Christianson is confident in their approach.

- C. ADRC CONFERENCE AND OPEN HOUSE RECAP:** Ms. Christianson thanked the board members who attended the board training coordinated by the Bureau of Aging & Disability Resources. She thanked everyone who came to our open house, everyone who helped the staff, handed out treats, and played a part in it. Joseph Lugo, the keynote speaker from The Administration of Community Living, attended our open house and Ms. Christianson was able to present with him. Mr. Lugo presented the National Vision for ADRCs that resonated with all the staff. Ms. Kitty Rhoades, who was a speaker on the second day, toured our agency, and met Mr. Epstein who was conducting a class at that time. Ms. Rhoades is the Secretary for the Department of Health Services and is in a critical position to work on Family Care and Iris Expansion. It was very helpful to have her see our ADRC and what it can do. Board members congratulated the ADRC on a successful event and Ms. Christianson thanked the ADRC Staff for all of their efforts.

D. BY LAWS: CORPORATION COUNSEL AND COUNTY EXECUTIVE DISCUSSION:

Ms. Christianson noted that following the ADRC Board's advice she submitted our revised by-laws to the County Executive and Corp. Counsel. The County Executive and Corp. Counsel determined that the ADRC Board can independently revise our board by-laws without County Board approval. The County Executive intends to draft a MOU to clarify the roles of responsibilities between Brown County and our agency.

Mr. Rucker noted that in paragraph 1 under Section 4 Nominations & Human Resources (HR) Committee the words "*at the*" should be removed and the word "*consults*" should be changed to "*consult*". That correction will be made and a corrected copy will be included in the next board packet.

E. FINANCE REPORTS AND FUNDING 101: Ms. Christianson highlighted the opportunity for board members to attend a Finance 101 training that will take place at 8:30 a.m. on June 27th and is open to any board member wishing to attend. Some things that will be included at that training are our revenue streams, our major expense categories, and how the financial report is laid out. We will be prepared to present our potential initiatives at the Finance & Executive Committee Meeting which will follow the Finance 101 presentation. The Finance & Executive Committee will then present those initiatives to the full board for their approval on July 11th after we receive our County Levy Target.

Ms. Christianson reminded board members of the importance of their attendance at the July 11th Board Meeting to stay on track with the County's Budget Work plan.

FAMILY CARE UPDATE: Ms. Christianson reported that Family Care is still not in the Governor's Budget. However, it can be introduced at any time outside of the budget process. Ms. Christianson noted that at this point we are anticipating 2 ½ to 3 years before implementation would occur.

Mr. Diedrick announced that Family Care was advocated for at each of the 4 public Joint Finance Committee Meetings that were held around the State so they have heard about it throughout Wisconsin. Ms. Christianson noted that the NE Wisconsin Family Care District Grant extension ends in June.

LEGISLATIVE UPDATES:

- Mr. Diedrick reported that the big issue everyone is talking about is school vouchers.
- Ms. Christianson reminded everyone of the importance of keeping Mental Health Issues in the forefront and any voice for this underserved population would be appreciated.
- Mr. Diedrick reported that MTM (Medical Transportation Management Inc.) will replace LogistiCare as the non-emergency medical transportation provider for Wisconsin on August 1, 2013. Communication and education meetings are being held throughout the state in preparation for the transition.

ANNOUNCEMENTS: Ms. Christianson provided each board member with a new name tag and encouraged them to wear them with enthusiasm and style to display their board member status.

NEXT MEETING – EXECUTIVE & FINANCE COMMITTEE MEETING JUNE 27th at 8:30 a.m. FULL BOARD MEETING JULY 11, 2013: Mr. Diedrick reminded board members to have these dates on their calendars.

ADJOURN: Ms. Van Donsel/Mr. Pamperin moved to adjourn the meeting. **MOTION CARRIED.** The meeting adjourned at 10:17 a.m.

Respectfully submitted,

Arlene Westphal, Secretary



ADRC SUMMARY REPORT

Fiscal Year to Date 04/30/13
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Current Month		YTD	Budget - YTD		% used/
		Budget	Transactions	Transactions	Balances	Rec'd	Prior Year YTD
Fund 900 - ADRC							
Department 093 - ADRC							
	REVENUE						
4100	General Property Taxes	852,827.00	.00	426,413.00	426,414.00	50	445,075.00
4301	Federal Grant						
4301.OPC	Federal Grant Options Counseling	.00	.00	.00	.00	+++	10,000.00
4301.IIIB	Federal Grant Title IIIB	169,377.00	14,115.00	63,516.00	105,861.00	37	77,930.00
4301.IIID	Federal Grant Title III-D	12,032.00	781.00	6,092.00	5,940.00	51	5,296.00
4301.IIIE	Federal Grant Title III-E	84,151.00	6,780.00	31,557.00	52,594.00	38	32,305.00
4301.NSIP	Federal Grant Nutrition Service	79,079.00	14,248.00	59,309.00	19,770.00	75	58,333.00
4301.SHIP	Federal Grant State Health	3,800.00	4,600.00	5,800.00	(2,000.00)	153	3,800.00
4301.EBSMA	Federal Grant Elderly Benefits	65,001.00	5,237.00	21,039.00	43,962.00	32	24,829.00
4301.IIIC1	Federal Grant Title III-C-1	376,396.00	31,367.00	141,149.00	235,247.00	38	69,962.00
4301.IIIC2	Federal Grant Title III-C-2	129,731.00	10,811.00	48,649.00	81,082.00	37	39,891.00
4301.MIPPA	Federal Grant Medicare	.00	.00	.00	.00	+++	12,000.00
4301.ADRCM	Federal Grant ADRC - MA	850,000.00	66,915.00	288,101.00	561,899.00	34	183,494.00
	4301 - Federal Grant Totals	\$1,769,567.00	\$154,854.00	\$665,212.00	\$1,104,355.00	38%	\$517,840.00
4302	State Grant						
4302.EBS	State Grant Elderly Benefits	33,438.00	2,786.00	12,539.00	20,899.00	37	14,212.00
4302.MED	State Grant Medicare Part D	13,112.00	1,093.00	4,917.00	8,195.00	38	9,029.00
4302.SCS	State Grant Senior Community	12,709.00	1,059.00	4,766.00	7,943.00	38	5,561.00
4302.ADRG	State Grant ADRC Grant	1,377,498.00	111,143.00	469,177.00	908,321.00	34	368,790.00
4302.FALL	State Grant Falls Prevention	.00	.00	.00	.00	+++	763.00
4302.AFCSP	State Grant Alzheimers Family	84,590.00	7,049.00	31,721.00	52,869.00	37	27,093.00
4302.TRANS	State Grant Transportation	476,570.00	.00	.00	476,570.00	0	.00
4302.COPHD	State Grant Home Delivered	63,468.00	5,853.33	22,228.29	41,239.71	35	23,189.88
	4302 - State Grant Totals	\$2,061,385.00	\$128,983.33	\$545,348.29	\$1,516,036.71	26%	\$448,637.88
4600	Charges and Fees						

4600.100	Charges and Fees Caregiver	.00	10.00	10.00	(10.00)	+++	.00
4600.200	Charges and Fees Senior Classes	18,000.00	118.00	847.00	17,153.00	5	3,208.12
4600.210	Charges and Fees Day Trips	.00	3,936.50	8,893.50	(8,893.50)	+++	4,955.00
4600.230	Charges and Fees Exercise Room	.00	25.00	118.50	(118.50)	+++	98.00
4600.250	Charges and Fees Newsletter	2,800.00	150.00	1,215.00	1,585.00	43	1,410.00
4600.500	Charges and Fees Prevention	.00	680.00	1,687.75	(1,687.75)	+++	2,290.99
4600.600	Charges and Fees Driver Escort	3,000.00	238.00	636.00	2,364.00	21	421.00
4600.610	Charges and Fees In-home	.00	12.00	323.00	(323.00)	+++	132.00
4600.700	Charges and Fees Community	5,000.00	710.00	3,060.00	1,940.00	61	2,950.00
4600 - Charges and Fees Totals		\$28,800.00	\$5,879.50	\$16,790.75	\$12,009.25	58%	\$15,465.11
4601	Sales						
4601	Sales	.00	.00	30.00	(30.00)	+++	200.00
4601.300	Sales Vending	.00	79.94	263.01	(263.01)	+++	224.70
4601.500	Sales Seroogy's	.00	71.00	227.35	(227.35)	+++	131.00
4601.800	Sales Raffle	.00	.00	57.00	(57.00)	+++	12.00
4601 - Sales Totals		\$0.00	\$150.94	\$577.36	(\$577.36)	+++	\$567.70
4900	Miscellaneous						
4900	Miscellaneous	4,500.00	46.91	117.88	4,382.12	3	37.87
4900.100	Miscellaneous Soda/Recycled	4,500.00	197.85	518.40	3,981.60	12	582.75
4900.200	Miscellaneous Copy Machine	.00	9.75	32.06	(32.06)	+++	.00
4900.300	Miscellaneous Parking Revenue	.00	15.00	60.00	(60.00)	+++	60.00
4900 - Miscellaneous Totals		\$9,000.00	\$269.51	\$728.34	\$8,271.66	8%	\$680.62
4901	Donations						
4901.100	Donations General	.00	487.35	1,641.35	(1,641.35)	+++	632.00
4901.110	Donations Memorial/Restricted	40,000.00	500.00	1,125.00	38,875.00	3	5,580.00
4901.200	Donations Coffee	.00	74.28	201.67	(201.67)	+++	254.50
4901.300	Donations Housing Units	11,660.00	.00	3,266.25	8,393.75	28	.00
4901.310	Donations Participants-	102,913.00	5,609.35	17,466.14	85,446.86	17	12,633.16
4901.330	Donations Building	2,000.00	136.00	1,201.00	799.00	60	1,460.50
4901.410	Donations Medical Equipment	.00	.00	135.00	(135.00)	+++	1,368.00
4901.520	Donations Home Delivered Meals	175,231.00	15,539.18	67,377.49	107,853.51	38	79,866.15
4901 - Donations Totals		\$331,804.00	\$22,346.16	\$92,413.90	\$239,390.10	28%	\$101,794.31
4903	In-kind Services						
4903.IIIB	In-kind Services In-kind Services	.00	.00	15,346.83	(15,346.83)	+++	.00
4903.IIIC1	In-kind Services III-C-1 Cong	.00	.00	16,056.88	(16,056.88)	+++	.00
4903.IIIC2	In-kind Services III-C-2	.00	.00	32,457.84	(32,457.84)	+++	.00
4903.IIIEC	In-kind Services III-E-Chore	.00	.00	3,298.40	(3,298.40)	+++	.00

4903.IIIIEH	In-kind Services III-E	.00	(1,847.11)	8,048.10	(8,048.10)	+++	.00
4903.IIIIEP	In-kind Services III-E Personal	.00	1,847.11	1,847.11	(1,847.11)	+++	.00
4905	4903 - In-kind Services Totals	\$0.00	\$0.00	\$77,055.16	(\$77,055.16)	+++	\$0.00
	Interest	2,800.00	61.98	246.40	2,553.60	9	695.74
	REVENUE TOTALS	\$5,056,183.00	\$312,545.42	\$1,824,785.20	\$3,231,397.80	36%	\$1,530,756.36
	EXPENSE						
5100	Regular Earnings	2,013,000.00	139,276.16	503,423.30	1,509,576.70	25	489,500.90
5102	Paid Leave Earnings						
5102.100	Paid Leave Earnings	.00	10,813.50	52,473.18	(52,473.18)	+++	55,119.29
	Paid Leave Earnings	.00	.00	(26.20)	26.20	+++	(3,484.51)
5103	5102 - Paid Leave Earnings Totals	\$0.00	\$10,813.50	\$52,446.98	(\$52,446.98)	+++	\$51,634.78
	Premium	.00	.00	.00	.00	+++	480.01
5110	Fringe Benefits						
5110.100	Fringe Benefits	6,129.00	.00	.00	6,129.00	0	.00
5110.100	Fringe Benefits FICA	147,955.00	10,667.62	38,856.79	109,098.21	26	37,776.56
5110.110	Fringe Benefits Unemployment	15,805.00	1,675.14	8,210.30	7,594.70	52	8,375.33
5110.200	Fringe Benefits Health Insurance	500,169.00	34,503.24	133,863.31	366,305.69	27	135,937.16
5110.210	Fringe Benefits Dental Insurance	41,389.00	2,797.30	11,370.96	30,018.04	27	10,959.17
5110.220	Fringe Benefits Life Insurance	1,953.00	53.66	187.88	1,765.12	10	235.17
5110.230	Fringe Benefits LT disability	6,990.00	571.60	2,286.40	4,703.60	33	2,184.34
5110.235	Fringe Benefits ST disability	2,390.00	.00	.00	2,390.00	0	.00
5110.240	Fringe Benefits Workers	4,372.00	.00	14.39	4,357.61	0	.00
5110.300	Fringe Benefits Retirement	158,411.00	11,448.00	42,366.49	116,044.51	27	39,428.75
	5110 - Fringe Benefits Totals	\$885,563.00	\$61,716.56	\$237,156.52	\$648,406.48	27%	\$234,896.48
5300	Supplies						
5300	Supplies	2,800.00	263.10	604.87	(604.87)	+++	5,362.63
5300.001	Supplies Office	16,000.00	574.04	3,110.99	12,889.01	19	3,494.93
5300.002	Supplies Kitchen	25,500.00	2,227.35	8,236.17	17,263.83	32	4,580.76
5300.004	Supplies Postage	19,380.00	748.16	4,237.61	15,142.39	22	5,329.79
5300.100	Supplies Caregiver	3,500.00	.00	.00	3,500.00	0	.00
5300.200	Supplies Program Operations	15,000.00	228.82	1,710.35	13,289.65	11	2,735.77
5300.400	Supplies Equipment	.00	442.59	684.58	(684.58)	+++	24.98
5300.410	Supplies Medical Equipment	.00	97.40	206.55	(206.55)	+++	.00
5300.510	Supplies Prevention	.00	60.00	696.88	2,103.12	25	.00
5300.600	Supplies Obligated	.00	1,210.48	1,210.48	(1,210.48)	+++	.00
	5300 - Supplies Totals	\$82,180.00	\$5,851.94	\$20,698.48	\$61,481.52	25%	\$21,528.86
5304	Printing	4,000.00	.00	75.03	3,924.97	2	2,887.93

5305	Dues and Memberships	2,800.00	15.00	615.00	2,185.00	22	555.00
5306	Maintenance Agreement						
5306	Maintenance Agreement	.00	.00	.00	.00	+++	1,848.20
5306.100	Maintenance Agreement	27,230.00	1,244.74	16,586.12	10,643.88	61	14,763.01
	5306 - Maintenance Agreement Totals	\$27,230.00	\$1,244.74	\$16,586.12	\$10,643.88	61%	\$16,611.21
5307	Repairs and Maintenance						
5307.300	Repairs and Maintenance	18,237.00	796.24	4,886.71	13,350.29	27	12,254.64
5307.301	Repairs and Maintenance Atrium	1,763.00	208.82	607.28	1,155.72	34	520.88
5307.400	Repairs and Maintenance	11,490.00	463.03	1,867.01	9,622.99	16	.00
	5307 - Repairs and Maintenance Totals	\$31,490.00	\$1,468.09	\$7,361.00	\$24,129.00	23%	\$12,775.52
5311	Marketing	2,000.00	84.24	1,083.60	916.40	54	315.00
5313	Recruitment	2,000.00	.00	10.00	1,990.00	0	702.35
5314	Background Check	750.00	10.00	245.00	505.00	33	126.00
5320	Rental	12,398.00	825.00	3,924.00	8,474.00	32	3,640.00
5330	Books, Periodicals, subscriptions	3,000.00	135.48	527.95	2,472.05	18	1,198.64
5331	Newsletter	1,500.00	.00	.00	1,500.00	0	10.00
5340	Travel	8,800.00	384.42	1,264.13	7,535.87	14	2,214.55
5341	Training						
5341	Training	12,200.00	498.06	1,132.18	11,067.82	9	777.87
5341.100	Training Caregiver	.00	.00	.00	.00	+++	30.00
	5341 - Training Totals	\$12,200.00	\$498.06	\$1,132.18	\$11,067.82	9%	\$807.87
5342	Conference	.00	.00	450.00	(450.00)	+++	65.00
5366	Volunteer Expense						
5366	Volunteer Expense	2,000.00	.00	90.03	1,909.97	5	665.50
5366.110	Volunteer Expense Mileage	35,034.00	2,222.88	8,268.51	26,765.49	24	9,594.15
	5366 - Volunteer Expense Totals	\$37,034.00	\$2,222.88	\$8,358.54	\$28,675.46	23%	\$10,259.65
5367	Wellness	.00	154.50	274.50	(274.50)	+++	95.00
5368	Support Group						
5368.100	Support Group Caregiver	.00	10.00	10.00	(10.00)	+++	.00
	5368 - Support Group Totals	\$0.00	\$10.00	\$10.00	(\$10.00)	+++	\$0.00
5369	Community Service						
5369.300	Community Service Incentive	1,200.00	.00	687.00	513.00	57	800.00
	5369 - Community Service Totals	\$1,200.00	\$0.00	\$687.00	\$513.00	57%	\$800.00
5390	Miscellaneous						
5390	Miscellaneous	2,550.00	.00	.00	2,550.00	0	10.00
5390.100	Miscellaneous Soda	4,500.00	211.60	423.20	4,076.80	9	410.00
5390.200	Miscellaneous Coffee	.00	351.00	1,104.53	(1,104.53)	+++	932.28

5701.200	Transportation Curative	184,628.00	15,386.00	61,544.00	123,084.00	33	60,364.00
5701.300	Transportation Dept of Human	61,551.00	.00	.00	61,551.00	0	.00
5701.500	Transportation Salvation Army	9,900.00	.00	2,573.57	7,326.43	26	5,310.54
5701.600	Transportation Driver Escort	12,000.00	88.53	2,283.40	9,716.60	19	1,176.47
5701.700	Transportation Oneida	3,600.00	.00	900.00	2,700.00	25	900.00
	5701 - Transportation Totals	\$578,700.00	\$41,077.91	\$169,752.57	\$408,947.43	29%	\$170,166.66
5714	Accounting and Auditing	7,750.00	4,750.00	4,750.00	3,000.00	61	5,063.50
5725	Food Service	526,517.00	38,127.53	134,338.49	392,178.51	26	141,206.79
5751	Administrative Fees						
5751.001	Administrative Fees	4,358.00	184.00	691.00	3,667.00	16	444.75
	5751 - Administrative Fees Totals	\$4,358.00	\$184.00	\$691.00	\$3,667.00	16%	\$444.75
5784	Interpreter Services	3,000.00	68.00	294.00	2,706.00	10	116.00
5803	Donated Items						
5803.100	Donated Items Personnel	.00	.00	9,140.95	(9,140.95)	+++	.00
5803.110	Donated Items Mileage	.00	.00	2,823.46	(2,823.46)	+++	.00
5803.300	Donated Items Rent	.00	.00	3,500.00	(3,500.00)	+++	.00
5803.500	Donated Items Nutrition	.00	.00	14,446.88	(14,446.88)	+++	.00
5803.510	Donated Items Nutrition HDM	.00	.00	27,744.38	(27,744.38)	+++	.00
5803.700	Donated Items Title III-E	.00	.00	13,193.61	(13,193.61)	+++	.00
5803.900	Donated Items Other	.00	.00	6,205.88	(6,205.88)	+++	.00
	5803 - Donated Items Totals	\$0.00	\$0.00	\$77,055.16	(\$77,055.16)	+++	\$0.00
5850	Contribution	2,000.00	132.32	132.32	1,867.68	7	489.15
5905	Lease Payments	8,750.00	.00	1,749.00	7,001.00	20	2,915.00
	EXPENSE TOTALS	\$5,056,183.00	\$357,233.31	\$1,550,957.36	\$3,505,225.64	31%	\$1,459,836.33
	Department 093 - ADRC Totals	\$0.00	(\$44,687.89)	\$273,827.84	(\$273,827.84)	+++	\$70,920.03
	Grand Totals						
	REVENUE TOTALS	5,056,183.00	312,545.42	1,824,785.20	3,231,397.80	36	1,530,756.36
	EXPENSE TOTALS	5,056,183.00	357,233.31	1,550,957.36	3,505,225.64	31	1,459,836.33
	Grand Totals	\$0.00	(\$44,687.89)	\$273,827.84	(\$273,827.84)		\$70,920.03

PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE

GENERAL MEMBERSHIP

A meeting of the General Membership of the Brown County Fire Investigation Task Force was held on March 7, 2013, at 7:00 p.m., at Howard Fire Station #1, 2456 Glendale Avenue, Green Bay, WI.

Present: Brad Neville, Steve Zich, Dan Kerkhoff, Tom Hendricks, Eric Johnson, Joe Gabe, Fred Laitinen, Rob Gering, Randy Lind, Kevin Tielens, Norman Heraly, Kevin Krueger, Greg Steenbock, Ryan Meader, Dave Steffens, Derek Wicklund, Terry Rottier, Jim Stupka, John Schweitzer, Brad Muller

Item #1. Adoption of Agenda.

Motion was made by Kerkhoff and seconded by Zich to adopt the agenda. **Motion carried.**

Item #2. Review Minutes of Previous Meeting.

Motion was made by Hendricks and seconded by Zich to approve the minutes from the meeting on December 6, 2012. **Motion carried.**

Item #3. Report of Task Force Activities.

Muller reported that the Task Force responded to the following fires since the last meeting:

1632 Louise St., Green Bay (vehicle/under investigation)

It was also noted that the Task Force was called out on December 29, 2012, to Schwartz Street in Green Bay for a fire involving a juvenile. The Task Force was also called out to a vehicle fire in New Franken.

A civil trial was held in reference to the Alive & Kickin' Pizza Crust fire. Unknown what the outcome was. Rottier reported that the Parkview Road fire will probably be left as undetermined.

Item #4. Information from Board of Directors Meeting.

Muller reported that the Bylaws and Operating Guidelines were revised. The Board of Directors voted to reduce the number of members on the Board of Directors to seven (7). The Board also approved an increase in the number of investigators from 12 to 15 and a reduction of interns from 24 to 20. Muller has applications available for anyone interested in becoming an investigator. Muller also stated that letters will be sent out to all Brown County fire and police departments informing them that there are investigator openings. Muller also noted that fire investigation reports will now be kept on file with the jurisdiction where the fire occurred if that jurisdiction has

a police department. Muller stated that he is working with Keith Deneys from the Sheriff's Office in getting the BATS program set up.

Item #5. Old Business.

Notify Muller if you have any changes in your phone number or email address. The \$5 dues for 2013 are due.

Let Neville know if you are interested in any of the officer positions for the upcoming election in September. Muller will bring up at the next Board of Directors meeting about getting the new coordinator approved in May so that that person can be trained before Muller resigns in September.

The IAAI spring conference is June 4, 5, and 6, 2013.

The fire investigation van will still be stored at the Bellevue Fire Department for now.

Item #6. New Business.

Muller stated there hasn't been much activity regarding a new vehicle. He stated that the Pulaski Fire Department held a 9-pin tournament and are pledging about \$5,000 to the Task Force for a new vehicle. Muller is asking that anyone wanting to donate money for a new truck do so in the form of a pledge, so in case a new truck doesn't pan out, they will get the money back.

Muller stated that he will do some training soon for the new investigators.

Gabe mentioned that IAAI is looking at formatting the fall conference the same way as the spring conference to have a better turnout, which would be holding it during the week as opposed to the weekend.

Item #7. Juvenile Firesetter Business.

Gabe reported that there were seven juveniles since the last meeting—one from Ashwaubenon, one from Bellevue, and the rest from Green Bay. He stated that there are also five pending.

Item #8. Other Matters.

No other matters were discussed.

FITF General Membership
March 7, 2013
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Item #9. Set Date, Time, and Location of Next Meeting.

The next meeting is set for May 30, 2013, at 7:00 p.m., at Ashwaubenon Fire Station #1, 2155 Holmgren Way, Green Bay, WI.

Item #10. Training.

Joe Gabe gave training in reference to what he learned at the National Fire Academy.

Respectfully submitted,

Marsha Laurent
Recording Secretary